

**Indiana Professional Licensing Agency  
402 West Washington Street, Room W072  
Indianapolis, IN 46204  
pla10@pla.in.gov**

**Indiana State Board of Registration for Professional Engineers  
Indiana State Board of Registration for Land Surveyors**

**The application must be completed and postmarked by:**

**January 2 for the April examination      July 1 for the October examination**

Only complete applications are presented to the Board and must include the following criteria. **Please remember to return your supplemental information sheet with your completed packet (if required).**

Engineering Intern/ Surveyor-In-Training

- \_\_\_\_\_ All areas of the application must be completed.  
(*You only need to notarize your application if you answer "YES" to questions 2 through 5 on the background questions.*)
  - \_\_\_\_\_ 3 reference letters in sealed envelopes. Reference letters need to be in a sealed envelope with a signature placed across the back and forwarded to the applicant.
  - \_\_\_\_\_ Original photograph (*taken within the past 8 weeks.*)
  - \_\_\_\_\_ Original copy of the transcript(s)/or evaluation of foreign degree. This information is to be sent directly from the college/university or the evaluating agency.
  - \_\_\_\_\_ Supplemental form (for Non-ABET accredited programs; technology degrees and foreign degree applicants)
  - \_\_\_\_\_ **\$100.00 EIT/SIT** application fee. (*Fees are non-refundable and non-transferable*) Please make all checks payable to Indiana Professional Licensing Agency
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Professional Engineer/ Land Surveyor

- \_\_\_\_\_ All areas of the application must be completed.  
(*You only need to notarize your application if you answer "YES" to questions 2 through 5 on the background questions.*)

**If you do not have an NCEES record submit the following:**

- \_\_\_\_\_ Certification from the state where you passed your exam(s)
- \_\_\_\_\_ 5 references, of which 3 must be from Professional Engineers/ Professional Land Surveyor sent with the application. Reference letters need to be in a sealed envelope with a signature placed across the back and forwarded to the applicant.
- \_\_\_\_\_ Original copy of the transcript(s) -- **Evaluation of foreign degree.** This information is to be sent directly from the college/university or the evaluating agency.
- \_\_\_\_\_ Supplemental form (**for Non-ABET accredited programs; technology degrees and foreign degree applicants**)
- \_\_\_\_\_ Original photograph (*taken within the past 8 weeks.*)
- \_\_\_\_\_ **\$300.00** exam application fee or **\$500.00** comity fee for Engineers and Land Surveyors. (*Fees are non-refundable and non-transferable*) Make all checks payable to Indiana Professional Licensing Agency (IPLA)
- \_\_\_\_\_ Original Part III answer sheet for Engineer comity applicants. The questions and answer key can be found on-line at <http://www.in.gov/pla/2741.htm>.

***It is your responsibility to complete and submit a complete application with fees.  
A partial application will not be considered for evaluation and/or examination.***